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Special Investigations

CRIMINAL INVESTIGATIONS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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An (*) indicates revisions from the previous edition.

1.2.3 (USAFA). Each action commander will furnish the Security Forces Reports and Analysis Section (10 SFS/SFAR) with a list of those individuals who are authorized to receive, open, and act as couriers for AFOSI Reports of Investigation. The list will be updated annually or upon change of personnel.

***1.2.4 (USAFA).** The 10th Security Forces Squadron (10 SFS) is the office responsible for reporting all actions taken by boards, courts, and unit commanders as a result of an AFOSI investigation. 10 SFS/SFAR will provide AFOSI Det 404 the original letter of final action from the subject's commander on all AFOSI cases.

1.2.7 (USAFA). 10 SFS/SFAR is responsible for the destruction of AFOSI reports and related material furnished to the action commander. 10 SFS/SFAR is also responsible for ensuring such material is not retained by action commanders longer than necessary to dispose of the case.

***1.2.9 (USAFA).** AFOSI Det 404 will send AFOSI Reports of Investigation to 10 SFS/SFAR for appropriate disposition. One copy will be sent to the 10th Air Base Wing Commander (10 ABW/CC), and one copy will be sent to the Staff Judge Advocate (10 ABW/JA). 10 ABW/JA is responsible for maintaining their copy, as long as they need it, and returning it to 10 SFS/SFAR for destruction when it is no longer needed. 10 SFS/SFAR is responsible for dispatching, suspending, and maintaining record copies of AFOSI Reports of Investigation. Each action commander will establish controls to safeguard and limit access to reports to only individuals on a need to know basis. As a minimum, copies of AFOSI reports will be stored in a locked file

cabinet or drawer. Whenever reports are removed from the storage container, the report will be under positive physical control (e.g., reports are not to be left unattended on a desk).

***1.2.9.1 (Added-USAFA).** AFOSI Det 404 will notify commanders when an investigation is initiated. The unit commander is responsible for notifying the Military Personnel Flight (10 MSS/DPM), in writing, to place the subjects on administrative hold (Code 17), to preclude reassignment, TDY, or TDY for training until coordination is completed with 10 ABW/JA. Upon completion of the investigation, AFOSI Det 404 will coordinate with the Flight Commander, Military Personnel Flight (10 MSS/DPM), in writing, and 10 ABW/JA as to whether the subject should be removed from Code 17. Caution should be exercised to ensure an investigation is not compromised. The subject of an AFOSI investigation will not be told of the investigation when this action could prejudice the results of the investigation.

1.2.9.2 (Added-USAFA). In those cases involving civilian employees, AFOSI will notify the commander of a civilian employee when that individual is under AFOSI investigation. The civilian's commander will then be responsible for notifying the Civilian Personnel Flight (10 MSS/DPC), in writing, to ensure the subject is not reassigned or sent TDY until the investigation is complete. Caution should be exercised to ensure an investigation is not compromised. The subject of an AFOSI investigation will not be told of the investigation when this action could prejudice the results of the investigation.

1.2.9.3 (Added-Added). The action commander will coordinate any other personnel and administrative actions through 10 ABW/JA and 10 ABW/CC before taking action regarding the subject of an investigation that might compromise or otherwise interfere with the investigation. Any administrative or personnel actions involving civilian employees who are subjects of an AFOSI investigation must be coordinated with 10 ABW/JA and AFOSI Det 404.

1.2.9.4 (Added-USAFA). 10 SFS/SFAR will enter the cases in the Security Police Automated Systems (SPAS) to ensure a criminal history record is maintained.

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